

MD iMap Technical Committee Meeting Minutes

Place: Maryland Department of the Environment (MDE): Terra Conference Room (Baltimore, Maryland)
Date: 10/5/10
Time: 1:00 PM – 3:00 PM
Attendees: Rowland Agbede (MDA), Ashley Buzzeo (CGIS), Jim Cannistra(MDP), Samantha Corbin (Baltimore City), Kevin Coyne (DNR), Kaushik Dutta (MdTA), Julia Lukens (DBED), Kenny Miller (DoIT) and Marshall Stevenson (Frederick County)

AGENDA:

- 1:00PM – 1:05PM Introductions
- 1:05PM – 1:20PM Review of September 21, 2010 Meeting Minutes
- 1:20PM – 1:30PM Application Subcommittee Updates
- 1:30PM – 1:40PM Data and Resources Subcommittee Updates
 - 1:40PM – 2:00PM Community Mapper Discussion w/Samantha Corbin (City of Baltimore)
- 2:00PM – 2:10PM Outreach Subcommittee Updates
 - 2:10PM – 2:20PM Vision Document Objectives
- 2:30PM – 2:40PM Security Subcommittee Update
 - 2:40 – 3:00 ArcGIS 10 Migration Discussion

ACTION ITEMS:

Description:	Date Assigned:	Follow Up By:
<ul style="list-style-type: none"> Check for access of Exec. Comm. SharePoint site for Tech. Comm. Co-chairs 	9/7/10	GIO
Metadata Services <ul style="list-style-type: none"> Remaining “offenders” actively being pursued Resend email to “offenders” to complete metadata Email resent and follow-up by Kenny Miller to occur <ul style="list-style-type: none"> MDP has provided metadata for all their services on MD iMap Follow-up concerning how to obtain the missing metadata for services currently being hosted on MD iMap Email sent to Kenny Agency leads from Tech. Comm. to make progress <ul style="list-style-type: none"> Direct contact of data owners A listing of services for which metadata is needed was provided. It was discussed that some metadata may not be available from the data producers. This is especially true for parcel data. Metadata at the service level will be written by MDP for parcel data to go along with the MD 	Updated: 10/5/10; 8/3/10; 7/12/10; 6/22/10; 5/18/10 Submitted: 4/20/10	Technical Committee; GIO

iMap refresh process		
ArcGIS 10	Submitted: 9/21/10	Technical Committee
<ul style="list-style-type: none"> Further discussion is necessary concerning this topic 		

Application Subcommittee:		
Description:	Date Assigned:	Follow Up By:
<ul style="list-style-type: none"> MD iMap Applications adhering to Maryland Website Branding Standards <p>Website branding standards are available on DoIT website</p>	<p>Updated: 9/7/10</p> <p>Submitted: 8/4/10</p>	GIO; Application Owners
<p>Rapid Application Prototype</p> <ul style="list-style-type: none"> CGIS to provide cost/hours estimate by next Tech. Comm. meeting Obtain pricing, based on specifications of application, from CGIS and MES <p>Email has been sent out to CGIS and MES from Kenny Miller – awaiting response</p> <ul style="list-style-type: none"> Consolidate list of requirements for a rapid application deployment option (Phase 1) Email consolidated list of requirements to Tech. Comm. <p>List has been generated and is available for review</p>	<p>Updated: 10/5/10; 9/7/10</p> <p>Submitted: 7/12/10</p>	GIO
<ul style="list-style-type: none"> Email to Tech. Comm. for comments Generate a charter 	<p>Updated: 10/5/10; 9/7/10</p> <p>Submitted: 6/22/10</p>	Application Subcommittee
<ul style="list-style-type: none"> Review and provide email comments to Lisa Lowe concerning developer's page that has been added to the MD iMap Portal 	Submitted: 8/4/10	Technical Committee
<ul style="list-style-type: none"> Discussion and agreement about application being expandable to higher resolution monitors 	Submitted: 4/20/10	Application Subcommittee

Data & Resources Subcommittee:		
Description:	Date Assigned:	Follow Up By:
<p>Google Urchin</p> <ul style="list-style-type: none"> Actively working on clarifying categories to be included on report Provide categories to be included in statistical output report <p>Categories have been provided to CGIS by GIO</p> <p>Meeting to address scheduled for 9/22/10 at CGIS</p>	<p>Updated: 10/5/10; 9/21/10</p> <p>Submitted: 9/7/10</p>	GIO; CGIS
<p>Community Mapper</p> <ul style="list-style-type: none"> State of MD will not be participating in program based on inability to sign agreement based on Esri's current terms Distribute agreement to Tech. Comm. 	<p>Updated: 10/5/10; 9/21/10</p>	Co-chairs

<ul style="list-style-type: none"> Ask Esri if data can be acquired from any source other than the data owner Ask Esri how often is the basemap in Community Mapper updated Ask Esri who performs the updates of the contributed data layers Ask Esri if any data layer cleaning, edgematching or normalization is included for contributed data layers Get agreement from Esri to Kenny Miller for review <p>Agreement is currently being reviewed by Kenny Miller</p> <ul style="list-style-type: none"> Ask Esri (Anthony Puzzo) if projecting on-the-fly in ArcGIS Server map services is possible <p>Email sent 9/14/10</p> <p>Projecting on-the-fly in ArcGIS Server map services is possible, but not recommended</p>	Submitted: 9/7/10	
<p>Community Mapper</p> <ul style="list-style-type: none"> Get county buy-in for participation Ask if Esri will edgematch county provided centerlines Determine what data to contribute <p>Tech Comm has suggested to provide data layers currently included in Gazetteer map service</p>	Updated: 9/21/10 Submitted: 9/7/10	Technical Committee
<p>Community Mapper</p> <ul style="list-style-type: none"> Solicit feedback from other states concerning program participation <p>Email sent to Virginia contact and feedback and additional clarification on participation has been provided</p> <ul style="list-style-type: none"> Review agreement <p>Currently being reviewed</p>	Updated: 9/21/10 Submitted: 9/7/10	GIO
<ul style="list-style-type: none"> Email to Tech. Comm. for comments Generate a charter <p>Has been submitted for comment and review by Tech. Comm.</p>	Updated: 10/5/10; 9/21/10; 9/7/10 Submitted: 4/6/10	Data Subcommittee
<p>Policy & Procedures Documentation</p> <ul style="list-style-type: none"> Data Submission and Services Submission documentation to be provided by CGIS <p>CGIS will be submitting documentation within two weeks for review by Tech. Comm.</p>	Updated: 9/21/10 Submitted: 3/16/10	CGIS

Education & Outreach Subcommittee:		
Description:	Date Assigned:	Follow Up By:
<p>Vision Statement</p> <ul style="list-style-type: none"> Prepare briefing for Exec. Comm. notification of change 	Updated: 9/21/10 Submitted:	Co-chairs

	9/7/10	
Vision Statement <ul style="list-style-type: none"> Objectives currently being worked on and will be available for comment at next Tech. Comm. meeting (10/19/10) Get draft objections out for discussion for next Tech. Comm. meeting 	Submitted: 10/5/10; 9/21/10	Outreach Subcommittee Co-chairs
Email Blast <ul style="list-style-type: none"> Generate an email including a brief explanation of the Tech. Comm's vision and the Portal web address Blast email to extended GIS community Include updated Vision document 	Updated: 9/7/10; 5/18/10 Submitted: 4/20/10	Outreach Subcommittee
<ul style="list-style-type: none"> Recruit participants Obtain feedback concerning how to improve upon current outreach strategies Email potential new members directly 	Updated: 5/18/10; 4/20/10 Submitted: 3/16/10	Outreach Subcommittee
<ul style="list-style-type: none"> Email to Tech. Comm. for comments Generate a charter In progress, to be submitted by next Tech. Comm. meeting (10/5/10)	Updated: 10/5/10; 9/21/10 Submitted: 4/20/10	Outreach Subcommittee
<ul style="list-style-type: none"> Proactive Marketing of MD iMap 	Submitted: 9/21/10	Outreach Subcommittee

Security Subcommittee:		
Description:	Date Assigned:	Follow Up By:
Security Model <ul style="list-style-type: none"> Document for presentation to Exec. Comm. at Oct. meeting Demo accompanying document to Exec. Comm. at Oct. meeting In progress, to be submitted by next Tech. Comm. meeting (10/5/10)	Updated: 9/21/10 Submitted: 8/3/10	Security Subcommittee
Cache Tile Recommendation <ul style="list-style-type: none"> Include brief demonstration/explanation of caching and projections at next Exec. Comm. meeting 	Submitted: 9/21/10	Security Subcommittee

COMPLETED ACTION ITEMS:

Description:	Date Assigned:	Follow Up By:
<ul style="list-style-type: none"> Email Exec. Comm. Charter document and Data & Resources Subcommittee Charter document to Tech. Comm. membership for use as template in generating future charter documents 	9/7/10	Co-chairs
Rapid Application Prototype	Submitted:	Kaushik Dutta

<ul style="list-style-type: none"> Email programmer specifications to Tech. Comm. 	9/7/10	
<p>Data Layer Prioritization</p> <ul style="list-style-type: none"> Framework layers are new focus (document available listing these layers) Respond to data layer prioritization email <p>Received 9 responses</p> <ul style="list-style-type: none"> Resent email and solicit additional comments 	<p>Submitted: 10/5/10; 5/4/10</p>	Data Subcommittee
<p>Cache Tile Recommendation</p> <ul style="list-style-type: none"> Continue to only maintain state plane projected services Requests for services projected otherwise will be handled individually based on requests Provide Exec. Comm. with one-page briefing concerning pros and cons of Esri caching schema and Community Mapper participation, include timeline for decision <p>Briefing has been provided to Kenny Miller for distribution to Exec. Comm.</p>	<p>Updated: 10/5/10; 9/7/10</p> <p>Submitted: 5/4/10</p>	Co-chairs

Introductions

- Round-the-room.

Application Subcommittee Updates

- Charter – no updates
 - Action Item:** Email out to Tech. Comm. for comment (Co-Chairs)
- Rapid Application Prototype
 - CGIS to have an internal meeting to determine costs/hours to complete
 - Costs/Hours documentation to be available by next Tech. Comm. meeting (10/19/10)
 - To include a cost benefit difference for completing in Flex or another programming language
 - One Issue being Addressed: point, line and polygon services can prove to have hierarchy conflicts when order of services cannot be controlled
 - Do we adopt one authoring language or do we open it up to support them all?
 - Wizard application tool recommendation from CGIS
 - Expects the application to be question-based, pulling in services selected from a list
 - Determine scenarios of need based on end users to determine how to design this application
 - Is this for pin map usage?
 - Is this for BRAC features, more complex?
 - CGIS currently doing a task for MdTA (mapstargoogle.com)
 - Use costs from this for a basis of costs for rapid prototype
- marylandgis.net
 - Expired 9/25/10
 - Renew license? (inexpensive, approximately \$50 annual fee)
 - Move data from MMRG → Portal?
 - Statistics from October 2007 – Present
 - 5.6 million hits (Detailed statistics available from Ashley Buzzeo)
 - Renew for a year (DoIT funding) through CGIS
 - Determine long-term solution/planning

- Each data contributor needs to check to make sure data is up-to-date
- Get on same billing cycle as Esri MD iMap license renewals and make it an annual line item
- marylandgis.net Update:
 - Renewal has occurred and the site is back up and running as of 10/6/10

Data Subcommittee Updates

- Google Urchin
 - Document to be passed around based on Kenny's requested report information
- Community Mapper
 - DoIT/Gov. Office: currently negotiating ELA
 - State must pay for services even if Esri offers "free" services
 - ELA (education, training and technical support) not considered sole source items
 - Free copy of state meters service = free service, procurement law requires payment from state to Esri for this item (conflicts with Esri Community Mapper Agreement)
 - Responsible for creating and maintaining services contributed to Community Mapper
 - Tell Esri they can download already publicly available data and use as-is
 - Kenny Miller can't sign off on agreement as state representative
 - Continue to look into utilizing available Esri templates to update Gazetteer cartography

Baltimore City

- 90% done with data (Esri required that overpasses/underpasses be cleaned up by data owner before submission)
- Community Basemap templates to be used
- Expected to sign agreement shortly
- Expecting to provide plan/topo, buildings, centerlines, parks and a number of other data layers
- Going to get basemap service in return
- Host locally

Action Item: Email Esri (Anthony Puzzo) concerning MD iMap's inability to participate in the Community Mapper program (Kenny Miller)

- Baltimore City's CityView
 - Applied Geographic is the contractor for this project
 - More Google-like (ArcGIS Server, .NET, C+)
 - City will own code after completion of project
 - Scheduled to be completed by the end of October
 - Schedule for release to public – to be determined
 - Organized by uses:
 - Residential
 - Economic Development
 - Visitors
 - Events
 - Emergencies
 - Stand-alone, not currently planned to pull in outside services

- Backup server solution needed
 - Amazon Cloud
 - SHA buying space at Edge (check prices)
 - MES/CGIS (Cloud resources with configured licenses, etc.)
 - Kenny willing to discuss utilizing state resources
 - MOU with another state agency or another county or regional group (BMC)
- Data & Resources Document
 - Compiling a document with data and resource sites on a single document (semi-annual update)
 - MDP has county and municipal sites with links
 - **Action Item:** Provide this existing document to Ashley Buzzeo for inclusion in all state document (Jim Cannistra)
- Charter
 - **Action Item:** Email out to Tech. Comm. for comment (Co-Chairs)

Outreach Subcommittee Updates

- Charter
 - **Action Item:** Email out to Tech. Comm. for comment (Co-Chairs)
- Vision Statement Objectives
 - Under development and should be submitted at next MD iMap meeting (10/19/10) for comment

Security Subcommittee Updates

- ArcGIS 10 Migration
 - Every service will have to be stopped
 - Will need fully replicated services to avoid/limit down time
 - No backward compatibility
 - Redo services
 - 6 replications (4 production, 1 testing, 1 development)
 - Caching will carry over
 - CGIS will be having an internal meeting to discuss internal migration to ArcGIS 10 Desktop
 - Obtain new server hardware at time of migration?
 - When are state agencies migrating to ArcGIS 10?
 - Suggest services get renamed when they need to be rebuilt, if necessary
 - Application will need to be tested to assure they migrate properly
 - Update submission policies documentation based on needs from new software version (example: .msd versus .mxd)
 - Wait for a least a service pack (expected to be release early November)
 - Check Esri Facebook site for major information updates
- CGIS currently testing cache-on-demand for remaining scale levels to match new imagery scales

Other Business:

- EMMA NG (Next Generation) kicked off 2 weeks ago
 - Additional funding from MDOT for outreach and data acquisition

- Conduct broader outreach
- All CAD data and feeds to be centralized available resources
- Request for Community Events Website
 - DNR Event Calendar
 - Individual county websites
 - www.visitmaryland.org has events calendar

-END MEETING-